



CITY OF PORT WASHINGTON, OZAUKEE COUNTY, WI
W.J. Niederkorn Library Board Meeting
Monday, February 16, 2026,
at 6:00 PM
Port Washington City Hall, 100 W Grand Avenue
Port Washington, WI 53074
Common Council Chambers

AGENDA

1. ROLL CALL
2. PUBLIC COMMENTS/APPEARANCES
 - a) Correspondence
 - b) Your comments are welcome. Please limit comments to five (5) minutes.
3. CONSENT AGENDA
 - a) Approve Minutes of December 2025 Meeting
 - b) Approve Schedule of Invoices December 2025, January 2026
 - c) Approve Revenue and Expense Report: December 2025. January 2026
4. LIBRARY DIRECTOR'S REPORT
 - a) Library Staff Update
 - b) Library Usage Statistics
5. NEW BUSINESS
 - a) Renovation Update
 - b) Great Milwaukee Foundation Report
 - c) Consideration and Possible Action on the 2026 State Library Annual Report
6. ADJOURNMENT

Committee Members: Justin Ritter, Tom Hudson, Jonathan Pleitner, Niki Nelson, Stephanie Polzar, Kelly Osowski, Chris Lefever, Jane Gennerman and Beth Plautz

Staff Liaisons: Tom Carson

Special Accommodations: Persons with disabilities requiring special accommodations for attendance at the meeting should contact the City Clerk's Office at 262-284-5585 or cityclerk@portwashington.gov. Every effort will be made to arrange accommodations for all meetings, please provide notice at least one (1) business day prior to a meeting.

Notice of Possible Quorum: Notice is hereby given that Common Council members or members of other governmental bodies who are not members of this board, commission or committee may be present at this meeting to gather information about a subject over which they have decision-making authority. In that event this meeting may also constitute a simultaneous meeting of the Council or of such other governmental bodies. Whether a simultaneous meeting is occurring depends on whether the presence of one or more Council members or members of such other governmental bodies results in a quorum of the Council or of such other governmental bodies and, if there is a quorum, whether any agenda items listed above involve matters within the Council's or the other governmental bodies' jurisdiction. If a simultaneous meeting is occurring, no action other than information gathering will be taken at the simultaneous meeting. [State ex rel. Badke vs. Greendale Village Board, 173 Wis. 2d 553 (1993).]

INVOICE DISTRIBUTION REPORT BY VENDOR FOR CITY OF PORT WASHINGTON
 EXP CHECK RUN DATES 01/01/2026 - 01/31/2026
 POSTED AND UNPOSTED PAID

| GL Number | Line Desc | Vendor Name | Invoice Description | Invoice Number | Due Date | Amount | Check Number |
|-----------|-----------|-------------|---------------------|----------------|----------|--------|--------------|
|-----------|-----------|-------------|---------------------|----------------|----------|--------|--------------|

Vendor: ACC BUSINESS
Fund: 23 LIBRARY
Department: 23-55110 LIBRARY
 23-23-55110-5340 LIBRARY-TELEPHONE

| | | | | | | | |
|-----------------------------------|-------------------|--|------------|--|--|--------|--------|
| ACC BUSINESS | TELEPHONE SERVICE | | 9676751112 | | | 158.16 | 260877 |
| Total Department 23-55110 LIBRARY | | | | | | 158.16 | |
| Total Fund 23 LIBRARY | | | | | | 158.16 | |
| Total Vendor ACC BUSINESS: | | | | | | 158.16 | |

Vendor: ALYSSA JURGENS
Fund: 23 LIBRARY
Department: 23-55110 LIBRARY
 23-23-55110-5800 LIBRARY-DONATIONS RELATED

| | | | | | | | |
|-----------------------------------|---------------------------|--|----------|--|--|-------|--------|
| ALYSSA JURGENS | PROGRAM SUPPLIES REIMBURS | | 20251116 | | | 84.08 | 260782 |
| Total Department 23-55110 LIBRARY | | | | | | 84.08 | |
| Total Fund 23 LIBRARY | | | | | | 84.08 | |
| Total Vendor ALYSSA JURGENS: | | | | | | 84.08 | |

Vendor: AT&T
Fund: 23 LIBRARY
Department: 23-55110 LIBRARY
 23-23-55110-5390 LIBRARY-MISC OPERATING

| | | | | | | | |
|-----------------------------------|-----------------------|--|------------|--|--|-------|--------|
| AT&T | JANUARY 2026 INTERNET | | 6834289018 | | | 90.02 | 260704 |
| Total Department 23-55110 LIBRARY | | | | | | 90.02 | |
| Total Fund 23 LIBRARY | | | | | | 90.02 | |
| Total Vendor AT&T: | | | | | | 90.02 | |

Vendor: CARDMEMBER SERVICE
Fund: 23 LIBRARY
Department: 23-55110 LIBRARY

| | | | | | | | |
|-----------------------------|---------------------------|-------------|--|--|--|--------|----|
| LIBRARY-SUPPLIES | AMAZON MKTPL*B0 - Office | 20251218-3 | | | | 48.73 | 28 |
| LIBRARY-SUPPLIES | AMAZON MKTPL*B2 - Misc Su | 20251218-4 | | | | 261.10 | 28 |
| LIBRARY-SUPPLIES | AMAZON MKTPL*BB - Supplie | 20251218-9 | | | | 90.35 | 28 |
| LIBRARY-SUPPLIES | AMAZON MKTPL*W6 - Book Su | 20251218-16 | | | | 60.00 | 28 |
| LIBRARY-SUPPLIES | AMAZON MKTPL*IC - Book Su | 20251218-17 | | | | 90.74 | 28 |
| LIBRARY-SUPPLIES | COSTCO WHSE #06 - Cleanin | 20251218-19 | | | | 61.15 | 28 |
| LIBRARY-SUPPLIES | Amazon.com*LY5T - Office | 20251218-20 | | | | 93.98 | 28 |
| LIBRARY-SUPPLIES | Amazon.com*8Y94 - Books | 20251218-24 | | | | 75.17 | 28 |
| LIBRARY-MISC OPERATING | CANVA* 104718-1 - Subscri | 20251218-10 | | | | 19.94 | 28 |
| LIBRARY-BOOKS/SUBSCRIPTIONS | Amazon.com*B26T - Books | 20251218-5 | | | | 6.08 | 28 |
| LIBRARY-BOOKS/SUBSCRIPTIONS | Amazon.com*B29H - Books | 20251218-6 | | | | 15.58 | 28 |
| LIBRARY-BOOKS/SUBSCRIPTIONS | AMAZON MKTPL*BB - Books | 20251218-8 | | | | 9.20 | 28 |
| LIBRARY-BOOKS/SUBSCRIPTIONS | Amazon.com*BB22 - Books | 20251218-11 | | | | 29.36 | 28 |
| LIBRARY-BOOKS/SUBSCRIPTIONS | AMAZON MKTPL*BB - Books | 20251218-12 | | | | 199.55 | 28 |
| LIBRARY-BOOKS/SUBSCRIPTIONS | AMAZON MKTPL*CX - Books | 20251218-14 | | | | 11.22 | 28 |
| LIBRARY-BOOKS/SUBSCRIPTIONS | AMAZON MKTPL*VO - Books | 20251218-15 | | | | 41.99 | 28 |
| LIBRARY-BOOKS/SUBSCRIPTIONS | AMAZON MKTPL*M5 - Books | 20251218-18 | | | | 18.64 | 28 |
| LIBRARY-BOOKS/SUBSCRIPTIONS | D J*WSJ - wall St | 20251218-23 | | | | 205.69 | 28 |
| LIBRARY-DONATIONS RELATED | COSTCO WHSE #06 - Christm | 20251218-7 | | | | 65.38 | 28 |
| LIBRARY-DONATIONS RELATED | Berries Fine We - Gift Ca | 20251218-13 | | | | 25.00 | 28 |
| LIBRARY-DONATIONS RELATED | COSTCO WHSE #06 - Bouquet | 20251218-21 | | | | 18.98 | 28 |

INVOICE DISTRIBUTION REPORT BY VENDOR FOR CITY OF PORT WASHINGTON

EXP CHECK RUN DATES 01/01/2026 - 01/31/2026
 POSTED AND UNPOSTED
 PAID

| GL Number | GL # Line Desc | Vendor Name | Invoice Description | Invoice Number | Due Date | Amount | Check Number |
|-----------|-------------------|-------------|------------------------|-------------------|-------------|--------|-----------------|
|-----------|-------------------|-------------|------------------------|-------------------|-------------|--------|-----------------|

Vendor: CARDMEMBER SERVICE
 Fund: 23 LIBRARY
 Department: 23-55110 LIBRARY
 23-23-55110-5800 LIBRARY- DONATIONS RELATED

| | | | | | | | |
|-----------------------------------|---------------------------------------|--|--|--|--|----------|----|
| CARDMEMBER SERVICE | QDOBA 2483 CATE - Staff E 20251218-22 | | | | | 191.99 | 28 |
| Total Department 23-55110 LIBRARY | | | | | | 1,639.82 | |
| Total Fund 23 LIBRARY | | | | | | 1,639.82 | |
| Total Vendor CARDMEMBER SERVICE: | | | | | | 1,639.82 | |

Vendor: CHARTER COMMUNICATIONS
 Fund: 23 LIBRARY
 Department: 23-55110 LIBRARY
 23-23-55110-5340 LIBRARY-TELEPHONE

| | | | | | | | |
|--------------------------------------|-----------------------|--|--|--|--|--------|--------|
| CHARTER COMMUNICATIONS | JANUARY 2026 INTERNET | | | | | 150.00 | 260759 |
| Total Department 23-55110 LIBRARY | | | | | | 150.00 | |
| Total Fund 23 LIBRARY | | | | | | 150.00 | |
| Total Vendor CHARTER COMMUNICATIONS: | | | | | | 150.00 | |

Vendor: CITIES AND VILLAGES MUTUAL INSURANCE COMPANY
 Fund: 23 LIBRARY
 Department: 23-55110 LIBRARY
 23-23-55110-5780 LIBRARY - W/C INSURANCE

| | | | | | | | |
|--|--|--|--|--|--|--------|--------|
| CITIES AND VILLAGES MUT INSURANCE | | | | | | 494 | 260885 |
| Total Department 23-55110 LIBRARY | | | | | | 764.75 | |
| Total Fund 23 LIBRARY | | | | | | 764.75 | |
| Total Vendor CITIES AND VILLAGES MUTUAL INSURANCE COMPANY: | | | | | | 764.75 | |

Vendor: CITY OF PORT WASHINGTON
 Fund: 23 LIBRARY
 Department: 23-55110 LIBRARY
 23-23-55110-5330 LIBRARY-WATER

| | | | | | | | |
|---|--|--|--|--|--|--------|--------|
| CITY OF PORT WASHINGTON WJ NIEDERKORN LIBRARY | | | | | | 355.70 | 260835 |
| Total Department 23-55110 LIBRARY | | | | | | 355.70 | |
| Total Fund 23 LIBRARY | | | | | | 355.70 | |
| Total Vendor CITY OF PORT WASHINGTON: | | | | | | 355.70 | |

Vendor: DAVID WAYNE MACGREGOR
 Fund: 23 LIBRARY
 Department: 23-55110 LIBRARY
 23-23-55110-5430 LIBRARY-TRAVEL/MILEAGE

| | | | | | | | |
|-------------------------------------|---------|--|--|--|--|-------|--------|
| DAVID WAYNE MACGREGOR | MILEAGE | | | | | 22.62 | 260896 |
| Total Department 23-55110 LIBRARY | | | | | | 22.62 | |
| Total Fund 23 LIBRARY | | | | | | 22.62 | |
| Total Vendor DAVID WAYNE MACGREGOR: | | | | | | 22.62 | |

Vendor: DEMCO INC
 Fund: 23 LIBRARY
 Department: 23-55110 LIBRARY
 23-23-55110-5370 LIBRARY-SUPPLIES

| | | | | | | | |
|-----------------------------------|---------------|--|--|--|--|---------|--------|
| DEMCO INC | BOOK SUPPLIES | | | | | 7742369 | 260709 |
| Total Department 23-55110 LIBRARY | | | | | | 335.85 | |
| Total Vendor DEMCO INC: | | | | | | 335.85 | |

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 POSTED AND UNPOSTED

| GL Number | Line Desc | Vendor Name | Invoice Description | Invoice Number | Due Date | Amount | Check Number |
|-----------|-----------|-------------|---------------------|----------------|----------|--------|--------------|
|-----------|-----------|-------------|---------------------|----------------|----------|--------|--------------|

Vendor: DEMCO INC
 Fund: 23 LIBRARY

| | | | | | | | |
|-------------------------|--|--|--|--|--|--------|--|
| Total Fund 23 LIBRARY | | | | | | 335.85 | |
| Total Vendor DEMCO INC: | | | | | | 335.85 | |

Vendor: GORDON FLESCH CO INC
 Fund: 23 LIBRARY

Department: 23-55110 LIBRARY

| | | | | | | | |
|------------------------------------|------------------------|----------------------|--------------------|------------|--|--------|--------|
| 23-23-55110-5560 | LIBRARY-MAINT CONTRACT | GORDON FLESCH CO INC | COPY CHARGES | IN15443593 | | 38.76 | 260715 |
| 23-23-55110-5560 | LIBRARY-MAINT CONTRACT | GORDON FLESCH CO INC | COPY CHARGES | IN15443594 | | 107.61 | 260715 |
| 23-23-55110-5560 | LIBRARY-MAINT CONTRACT | GORDON FLESCH CO INC | 2026 COPIERS LEASE | I01084849 | | 132.54 | 260715 |
| 23-23-55110-5560 | LIBRARY-MAINT CONTRACT | GORDON FLESCH CO INC | DECEMBER COPIER | I01083476 | | 92.32 | 260909 |
| Total Department 23-55110 LIBRARY | | | | | | 371.23 | |
| Total Fund 23 LIBRARY | | | | | | 371.23 | |
| Total Vendor GORDON FLESCH CO INC: | | | | | | 371.23 | |

Vendor: HOOPLA
 Fund: 23 LIBRARY

Department: 23-55110 LIBRARY

| | | | | | | | |
|-----------------------------------|-----------------------------|--------|-------------------|-----------|--|----------|--------|
| 23-23-55110-5510 | LIBRARY-BOOKS/SUBSCRIPTIONS | HOOPLA | DIGITAL | 507823598 | | 701.15 | 260765 |
| 23-23-55110-5510 | LIBRARY-BOOKS/SUBSCRIPTIONS | HOOPLA | DIGITAL | 507970118 | | 659.00 | 260765 |
| 23-23-55110-5510 | LIBRARY-BOOKS/SUBSCRIPTIONS | HOOPLA | DIGITAL | 08111293 | | 706.77 | 260765 |
| 23-23-55110-5510 | LIBRARY-BOOKS/SUBSCRIPTIONS | HOOPLA | DECEMBER SERVICES | 508253584 | | 691.33 | 260765 |
| Total Department 23-55110 LIBRARY | | | | | | 2,758.25 | |
| Total Fund 23 LIBRARY | | | | | | 2,758.25 | |
| Total Vendor HOOPLA: | | | | | | 2,758.25 | |

Vendor: HVA PRODUCTS INC
 Fund: 23 LIBRARY

Department: 23-55110 LIBRARY

| | | | | | | | |
|-----------------------------------|-------------------------------|------------------|-------------|-------|--|--------|--------|
| 23-23-55110-5360 | LIBRARY-REPAIRS & MAINTENANCE | HVA PRODUCTS INC | HVAC REPAIR | 62562 | | 392.50 | 260719 |
| Total Department 23-55110 LIBRARY | | | | | | 392.50 | |
| Total Fund 23 LIBRARY | | | | | | 392.50 | |
| Total Vendor HVA PRODUCTS INC: | | | | | | 392.50 | |

Vendor: INGRAM LIBRARY SERVICES LLC
 Fund: 23 LIBRARY

Department: 23-55110 LIBRARY

| | | | | | | | |
|---|-----------------------------|-------------------------------|--|----------|--|--------|--------|
| 23-23-55110-5510 | LIBRARY-BOOKS/SUBSCRIPTIONS | INGRAM LIBRARY SERVICES BOOKS | | 93035420 | | 32.65 | 260891 |
| 23-23-55110-5510 | LIBRARY-BOOKS/SUBSCRIPTIONS | INGRAM LIBRARY SERVICES BOOKS | | 92703674 | | 145.09 | 260891 |
| 23-23-55110-5510 | LIBRARY-BOOKS/SUBSCRIPTIONS | INGRAM LIBRARY SERVICES BOOKS | | 93035422 | | 32.09 | 260891 |
| 23-23-55110-5510 | LIBRARY-BOOKS/SUBSCRIPTIONS | INGRAM LIBRARY SERVICES BOOKS | | 93035421 | | 100.89 | 260891 |
| 23-23-55110-5510 | LIBRARY-BOOKS/SUBSCRIPTIONS | INGRAM LIBRARY SERVICES BOOKS | | 93550648 | | 341.22 | 260891 |
| Total Department 23-55110 LIBRARY | | | | | | 651.94 | |
| Total Fund 23 LIBRARY | | | | | | 651.94 | |
| Total Vendor INGRAM LIBRARY SERVICES LLC: | | | | | | 651.94 | |

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EXP CHECK RUN DATES 01/01/2026 - 01/31/2026
 POSTED AND UNPOSTED PAID

| GL Number | Line # | Desc | Vendor Name | Invoice Description | Invoice Number | Due Date | Amount | Check Number |
|---|--------|-----------------------------|-------------------------|--------------------------------------|--|----------|----------|--------------|
| Vendor: MONARCH LIBRARY SYSTEM | | | | | | | | |
| Fund: 23 LIBRARY | | | | | | | | |
| Department: 23-55110 LIBRARY | | | | | | | | |
| 23-23-55110-5510 | | LIBRARY-BOOKS/SUBSCRIPTIONS | MONARCH LIBRARY SYSTEM | BOOK PAGES | 20260116 | | 649.00 | 260856 |
| | | | | | Total Department 23-55110 LIBRARY | | 649.00 | |
| | | | | | Total Fund 23 LIBRARY | | 649.00 | |
| | | | | | Total Vendor MONARCH LIBRARY SYSTEM: | | 649.00 | |
| Vendor: ROSALIA SLAWSON | | | | | | | | |
| Fund: 23 LIBRARY | | | | | | | | |
| Department: 23-55110 LIBRARY | | | | | | | | |
| 23-23-55110-5430 | | LIBRARY-TRAVEL/MILEAGE | ROSALIA SLAWSON | REIMBURSEMENT TRAVEL MEAL 2025-10-29 | | | 329.99 | 260783 |
| | | | | | Total Department 23-55110 LIBRARY | | 329.99 | |
| | | | | | Total Fund 23 LIBRARY | | 329.99 | |
| | | | | | Total Vendor ROSALIA SLAWSON: | | 329.99 | |
| Vendor: STERICYCLE | | | | | | | | |
| Fund: 23 LIBRARY | | | | | | | | |
| Department: 23-55110 LIBRARY | | | | | | | | |
| 23-23-55110-5390 | | LIBRARY-MISC OPERATING | STERICYCLE | SHREDDING | 8012958384 | | 59.93 | 260809 |
| | | | | | Total Department 23-55110 LIBRARY | | 59.93 | |
| | | | | | Total Fund 23 LIBRARY | | 59.93 | |
| | | | | | Total Vendor STERICYCLE: | | 59.93 | |
| Vendor: UNIQUE MANAGEMENT SERVICES INC | | | | | | | | |
| Fund: 23 LIBRARY | | | | | | | | |
| Department: 23-55110 LIBRARY | | | | | | | | |
| 23-23-55110-5390 | | LIBRARY-MISC OPERATING | UNIQUE MANAGEMENT SERVI | DECEMBER 2025 COLLECTIONS | 6149233 | | 23.30 | 260812 |
| 23-23-55110-5560 | | LIBRARY-MAINT CONTRACT | UNIQUE MANAGEMENT SERVI | COLLECTIONS | 6144355 | | 81.55 | 260871 |
| 23-23-55110-5560 | | LIBRARY-MAINT CONTRACT | UNIQUE MANAGEMENT SERVI | COLLECTIONS | 6145986 | | 69.90 | 260871 |
| 23-23-55110-5560 | | LIBRARY-MAINT CONTRACT | UNIQUE MANAGEMENT SERVI | COLLECTIONS | 6147156 | | 116.50 | 260871 |
| | | | | | Total Department 23-55110 LIBRARY | | 291.25 | |
| | | | | | Total Fund 23 LIBRARY | | 291.25 | |
| | | | | | Total Vendor UNIQUE MANAGEMENT SERVICES INC: | | 291.25 | |
| Vendor: WE ENERGIES | | | | | | | | |
| Fund: 23 LIBRARY | | | | | | | | |
| Department: 23-55110 LIBRARY | | | | | | | | |
| 23-23-55110-5310 | | LIBRARY-ELECTRICITY | WE ENERGIES | LIBRARY ELECTRIC | 2025-12-30-32 | | 1,458.13 | 29 |
| 23-23-55110-5320 | | LIBRARY-GAS HEATING | WE ENERGIES | LIBRARY GAS | 2025-12-30-33 | | 1,364.02 | 29 |
| | | | | | Total Department 23-55110 LIBRARY | | 2,822.15 | |
| | | | | | Total Fund 23 LIBRARY | | 2,822.15 | |
| | | | | | Total Vendor WE ENERGIES: | | 2,822.15 | |

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 PATD

| GL Number | GL # Line Desc | Vendor Name | Invoice Description | Invoice Number | Due Date | Amount | Check Number |
|--|------------------------|-------------------------|---------------------------|-------------------|-------------|--------|-----------------|
| Vendor: WI DEPT OF ADMINISTRATION | | | | | | | |
| Fund: 23 LIBRARY | | | | | | | |
| Department: 23-55110 LIBRARY | | | | | | | |
| 23-23-55110-5390 | LIBRARY-MISC OPERATING | WI DEPT OF ADMINISTRATI | INTERNET ACCESS 7/1/25-12 | 505-0000107604 | | 600.00 | 260756 |
| Total Department 23-55110 LIBRARY | | | | | | 600.00 | |
| Total Fund 23 LIBRARY | | | | | | 600.00 | |
| Total Vendor WI DEPT OF ADMINISTRATION: | | | | | | 600.00 | |

INVOICE DISTRIBUTION REPORT BY VENDOR FOR CITY OF PORT WASHINGTON

EXP CHECK RUN DATES 01/01/2026 - 01/31/2026
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PAID

| GL Number | GL # Line Desc | Vendor Name | Invoice Description | Invoice Number | Due Date | Amount | Check Number |
|-----------|---------------------|-------------|------------------------|-------------------|-------------|-----------|-----------------|
| ---- | TOTALS BY FUND ---- | | | | | | |
| | 23 | | LIBRARY | | | 12,527.24 | |

AGENDA ITEM MEMORANDUM

City of Port Washington

TO: Common Council

FROM: W.J. Niederkorn Library

DATE: 2/11/26

SUBJECT: Library Monthly Report

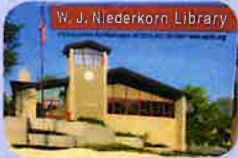
- Our Flexible Facilities Program Grant renovations are waiting on the last final steps. Everyone is eager for the completion. We did begin to utilize the Community Room for library events again beginning on Feb 11. The staircase is open again as well.
- Join us for our Renovations Open House on Sat, Mar 7 from 10am-12pm. We will have a ribbon cutting, live music, a magician, and snacks. Celebrate this huge accomplishment with us!
- Sparkle & Shine Spa Night turned out to be a great night for friends, siblings, couples, mothers & daughters, and grandparents & grandchildren, alike! Participants created salt scrubs, lip balm, and rice socks to use at home. We were joined by E'RIN Skincare who provided free skin consults and a prize giveaway.
- After being on pause since October, our 'This or That' board has been recreated and is back up and running near the upper floor entrance. Stop by to vote each week!
- We have concluded our outreach partnership with Lincoln Village Senior Living after a year and a half of visits in order to optimize our time and pursue other outreach opportunities in the community.
- LEGO Club and Pokémon Club are back in our regular monthly line-up, offering a warm and friendly place for children to expand their imaginations and meet new friends.
- We presented a Hygge for Kids program that encouraged families to participate in the Scandinavian mindset of Hygge, which celebrates warmth and coziness. Children were invited to create tree bark owls and sock snowmen and to play board games and color winter scenes. We also had a hot chocolate bar. It was a very fun event!
- Miss Kate and Alyssa have been planning a fun and exciting Summer Reading Program. We won't give too much away but be assured things are falling into place to make this a DINO-mite summer for our Port Washington community.





W.J. NIEDERKORN LIBRARY HIGHLIGHTS

2025



6,028
LIBRARY CARD
HOLDERS

81,631
LIBRARY VISITS

69
TECH TIMES

41,561
LIBRARY
WEBPAGE VISITS

Programs

142 children's programs | 6,161 participants
34 teen programs | 250 participants
191 adult programs | 6,876 participants

-11%
from
2024

IN 2025 YOU BORROWED:

109,878
PHYSICAL ITEMS



30,503
DIGITAL ITEMS

+4%
from
2024

TOP KIDS BOOK



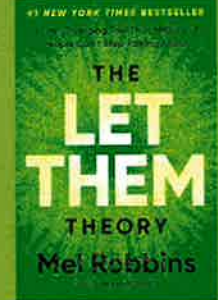
TOP TEEN BOOK

TOP MOVIE



TOP FICTION

TOP NON-FICTION



Community Partners

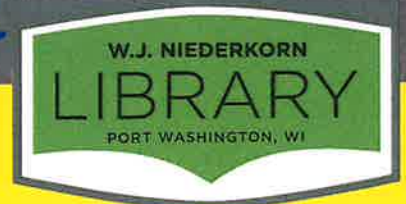


We are able to offer the programs and services that we do thanks to partnerships with local groups. Thank you so much for another awesome year!



Building Update

Our 2025 capital improvement project was updating our HVAC system. Major interior renovations also occurred thanks to the Flexible Facilities Program Grant, which awarded us \$1.2 million in funding.



W.J. NIEDERKORN LIBRARY HIGHLIGHTS 2025



The big Flexible Facilities Program Grant renovation year! From the planning phases to the implementation, our library spaces have transformed!



Discover the possibilities...

From book clubs, sensory play, & guest speakers to tech help, storytimes, and STEM studio... we offer something for everyone at your public library.



Summer Reading Challenge = Port Page Turners: Color Our World/Colorea Nuestro Mundo. Open to ALL ages with the goal to read 600 min to earn prizes, including entry to our Golden Ticket Pool Party!

Big thank you to the Friends of the W.J. Niederkorn Library for their continued support along with our other volunteers who give their time to help us out.



| A | B | C | D | E | F | G | H | I | J | K | L | M | N | O | P | Q | R | S | |
|------|---|---|---------|----------|--------|-------|-------|--------|--------|--------|-----------|---------|----------|----------|----------|----------|---------|----------|--|
| 2025 | | | January | February | March | April | May | June | July | August | September | October | November | December | YTD 2025 | YTD 2024 | Change | Change % | |
| 1 | | | | | | | | | | | | | | | | | | | |
| 2 | | | | | | | | | | | | | | | | | | | |
| 3 | LIBRARY VISITORS | | 7,169 | 6,813 | 7,388 | 6,728 | 6,315 | 6,035* | 83,99* | 82,50* | 40,17* | 49,80* | 6,433 | 9,232** | 81,631 | 85,638 | -4,002 | -5% | |
| 4 | W.J. Niederkorn Library (gate upper) | | 4,704 | 4,339 | 4,793 | 4,434 | 4,169 | 2842* | 4500* | 4700* | 2622* | 3357* | 4,331 | 5,625 | 50,416 | 53,528 | -3,112 | -6% | |
| 5 | (gate lower) | | 2,465 | 2,474 | 2,595 | 2,294 | 2,146 | 3,263 | 3,699 | 3,550 | 1,395* | 1,623* | 2,104 | 3,607 | 31,215 | 32,105 | -890 | -3% | |
| 6 | (Curbside) | | 57 | 56 | 50 | 46 | 41 | 18* | 0* | 0* | 0* | 0* | 0* | 0* | 268 | 441 | -173 | -39% | |
| 7 | W.J. Niederkorn Library cards issued | | 57 | 48 | 54 | 44 | 35 | 84 | 79 | 80 | 45 | 48 | 42 | 40 | 656 | 1,047 | -391 | -37% | |
| 8 | CHECKOUTS | | | | | | | | | | | | | | | | | | |
| 9 | Adult Materials | | 5,882 | 5,041 | 5,389 | 5,104 | 5,021 | 5,114 | 5,330 | 4,799 | 3,084 | 4,393 | 4,482 | 4,709 | 58,348 | 64,618 | -6,270 | -10% | |
| 10 | Children's Materials | | 4,120 | 3,734 | 4,569 | 3,905 | 4,049 | 6,087 | 5,420 | 4,638 | 2,532 | 3,681 | 3,610 | 2,677 | 49,022 | 55,478 | -6,406 | -12% | |
| 11 | Young Adult Materials | | 217 | 184 | 215 | 205 | 175 | 278 | 265 | 293 | 134 | 208 | 184 | 190 | 2,508 | 3,375 | -867 | -26% | |
| 12 | Physical collection total circulation | | 10,219 | 8,959 | 10,173 | 9,214 | 9,245 | 11,479 | 11,015 | 9,690 | 5,750 | 8,282 | 8,276 | 7,576 | 109,878 | 123,421 | -13,543 | -11% | |
| 13 | # holds created for pick up in Port (physical collection) | | 3,626 | 2,943 | 3,383 | 2,841 | 2,991 | 3,032 | 3,090 | 3,034 | 2,228 | 2,999 | 2,701 | 2,461 | 35,269 | 37,292 | -2,023 | -5% | |
| 14 | AV Circulation (DVDs, music, audiobooks, etc.) | | 1,869 | 1,501 | 1,687 | 1,595 | 1,585 | 1,610 | 1,636 | 1,445 | 987 | 1,158 | 1,416 | 1,439 | 17,928 | 21,988 | -4,060 | -18% | |
| 15 | Item crossover + / - difference | | -745 | -615 | -178 | 259 | -45 | -29 | 86 | -31 | 442 | -301 | -67 | 17 | -1,207 | -8,132 | 6,925 | -85% | |
| 16 | # ILL requests for Port patrons | | 16 | 13 | 17 | 15 | 16 | 19 | 15 | 32 | 17 | 7 | 11 | 4 | 182 | 182 | 0 | 0% | |
| 17 | # ILL requests filled for other libraries | | 37 | 23 | 16 | 32 | 38 | 16 | 15 | 21 | 14 | 24 | 31 | 28 | 295 | 256 | 39 | 15% | |
| 18 | ELECTRONIC DOWNLOADS | | | | | | | | | | | | | | | | | | |
| 19 | eBooks | | 943 | 804 | 888 | 784 | 784 | 830 | 867 | 801 | 799 | 799 | 788 | 786 | 9,873 | 11,237 | -1,364 | -12% | |
| 20 | audiobooks | | 1,351 | 1,201 | 1,273 | 1,207 | 1,192 | 1,235 | 1,211 | 1,147 | 1,076 | 1,174 | 1,200 | 1,179 | 14,446 | 13,302 | 1,144 | 9% | |
| 21 | eMagazines | | 532 | 474 | 520 | 541 | 556 | 514 | 494 | 528 | 513 | 525 | 510 | 477 | 6,184 | 4,882 | 1,302 | 27% | |
| 22 | TOTAL | | 2,826 | 2,479 | 2,681 | 2,532 | 2,532 | 2,579 | 2,572 | 2,476 | 2,388 | 2,498 | 2,498 | 2,442 | 30,503 | 29,421 | 1,082 | 4% | |
| 23 | COMPUTER USE | | | | | | | | | | | | | | | | | | |
| 24 | Computer station sessions | | 406 | 367 | 398 | 390 | 334 | 339 | 299 | 312 | 187 | 241 | 288 | 227 | 3788 | 4856 | -1068 | -22% | |
| 25 | Wireless sessions | | 1,987 | 1,865 | 1,844 | 1,891 | 2,007 | * | * | * | * | * | * | 1,219 | 13,610 | 23,700 | -10,090 | -43% | |
| 26 | TOTAL | | 2,393 | 2,232 | 2,242 | 2,281 | 2,341 | 339 | 299 | 312 | 187 | 1,726 | 1,600 | 1,446 | 17,398 | 28,556 | -11,158 | -39% | |
| 27 | PROGRAMS | | | | | | | | | | | | | | | | | | |
| 28 | # Children's programs | | 7 | 12 | 16 | 7 | 13 | 13 | 17 | 10 | 9 | 12 | 9 | 7 | 132 | 165 | -33 | -20% | |
| 29 | Attendance | | 114 | 245 | 747 | 347 | 982 | 556 | 488 | 395 | 231 | 356 | 206 | 148 | 4,815 | 4,136 | 619 | 15% | |
| 30 | # Children's passive programs | | 0 | 0 | 0 | 2 | 2 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 10 | 6 | 4 | 67% | |
| 31 | Participation | | 0 | 0 | 0 | 200 | 198 | 200 | 218 | 167 | 90 | 104 | 92 | 77 | 1,346 | 241 | 1,105 | 459% | |
| 32 | TOTAL # children's programs | | 7 | 12 | 16 | 8 | 15 | 14 | 18 | 11 | 10 | 13 | 10 | 8 | 142 | 171 | -29 | -17% | |
| 33 | TOTAL attendance/participation | | 114 | 245 | 747 | 547 | 1,180 | 756 | 706 | 562 | 321 | 460 | 298 | 225 | 6,161 | 4,437 | 1,724 | 39% | |
| 34 | # Teen programs | | | | | | | | | | | | | | | | | | |
| 35 | Attendance | | 4 | 8 | 6 | 9 | 7 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 34 | 80 | -46 | -58% | |
| 36 | # Teen passive programs | | 24 | 63 | 56 | 55 | 52 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 250 | 794 | -544 | -69% | |
| 37 | Participation | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | -1 | -100% | |
| 38 | TOTAL # Teen programs | | 4 | 8 | 6 | 9 | 7 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 34 | 81 | -47 | -58% | |
| 39 | TOTAL attendance/participation | | 24 | 63 | 56 | 55 | 52 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 250 | 794 | -544 | -69% | |
| 40 | # Adult programs | | | | | | | | | | | | | | | | | | |
| 41 | Attendance | | 12 | 14 | 16 | 14 | 15 | 18 | 16 | 14 | 13 | 14 | 12 | 12 | 170 | 208 | -38 | -18% | |
| 42 | # Adult passive programs | | 91 | 108 | 119 | 364 | 187 | 186 | 143 | 97 | 100 | 108 | 128 | 94 | 1,725 | 2,301 | -576 | -25% | |
| 43 | Participation | | 2 | 2 | 2 | 2 | 3 | 3 | 3 | 2 | 2 | 0 | 0 | 1 | 21 | 24 | -3 | -13% | |
| 44 | TOTAL # Adult programs | | 565 | 353 | 708 | 589 | 620 | 629 | 626 | 544 | 485 | 0 | -7% | 32 | 5,151 | 5,528 | -377 | -7% | |
| 45 | TOTAL attendance/participation | | 14 | 16 | 18 | 16 | 17 | 21 | 19 | 16 | 15 | 14 | 12 | 13 | 191 | 232 | -41 | -18% | |
| 46 | # of reading challenges offered | | 4 | 4 | 3 | 3 | 3 | 5 | 5 | 5 | 4 | 4 | 4 | 4 | 5 | 8 | -3 | -38% | |
| 47 | # of reading challenge participants | | 88 | 52 | 30 | n/a | n/a | 638 | 724 | 729 | n/a | n/a | n/a | n/a | n/a | 1,104 | n/a | n/a | |
| 48 | COMMUNITY ENGAGEMENT/OUTREACH | | | | | | | | | | | | | | | | | | |
| 49 | # volunteers | | 1 | 2 | 2 | 1 | 2 | 2 | 2 | 2 | 1 | 2 | 2 | 2 | 2 | 2 | 0 | 0% | |
| 50 | Volunteer hours | | 11 | 13 | 13 | 12 | 13 | 7 | 5 | 10 | 5 | 14.5 | 16 | 11 | 128 | 139 | -11 | -8% | |
| 51 | # Tech Time consultations | | 14 | 7 | 7 | 1 | 3 | 6 | 7 | 5 | 3 | 3 | 9 | 4 | 69 | 85 | -16 | -19% | |

Flexible Facilities Program Grant Renovation

OPEN HOUSE

Saturday, March 7

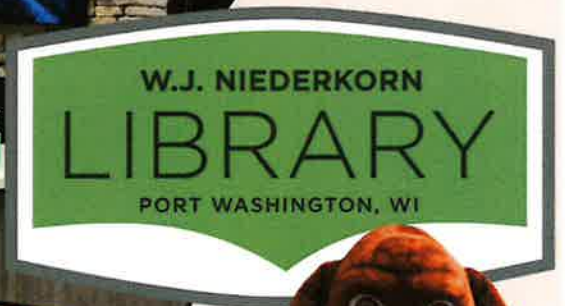
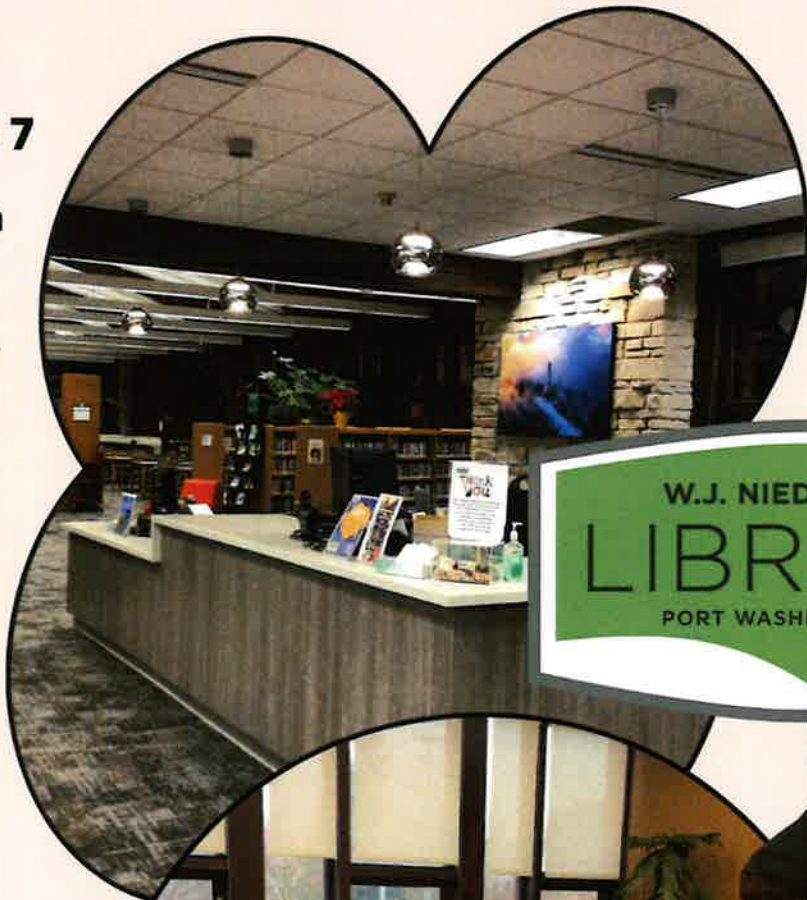
10:00am - 12:00pm

Come and see all of the improvements the library has made during our renovations with the Flexible Facilities Program Grant!

Ribbon Cutting at **10:15am** on the lower level.

Mischief and Magic will be performing a family friendly magic and comedy show at **11:00am** in the Community Room!

Refreshments will be provided.
All ages welcome!



discover the possibilities



Statement of Activity for W.J. Niederkorn Library Fund
 Year-to-date activity from January 01, 2025 through December 31, 2025
 Investment Pool GMF Pool

Fund Balance

| | |
|---|--------------|
| Beginning Balance - January 01, 2025 | \$111,016.18 |
|---|--------------|

Receipts **

| <u>Description</u> | <u>Period Total</u> |
|-------------------------|---------------------|
| Contributions | \$1,000.00 |
| Investment Income* | \$596.45 |
| Realized gains/losses | \$19,921.76 |
| Unrealized gains/losses | \$-7,452.06 |
| Total Receipts | \$14,066.15 |

*Investment income includes interest/dividends net of investment fees.

Distributions **

| <u>Description</u> | <u>Period Total</u> |
|----------------------------|---------------------|
| GMF administrative fees | \$1,110.12 |
| Total Distributions | \$1,110.12 |

**Represents year-to-date activity

| | |
|---|--------------|
| Ending Balance - December 31, 2025 | \$123,972.21 |
|---|--------------|

Ending Balance Detail

Assets

| <u>Description</u> | <u>Period Total</u> |
|---------------------|---------------------|
| Assets | \$123,972.21 |
| Total Assets | \$123,972.21 |

Liabilities

| <u>Description</u> | <u>Period Total</u> |
|--------------------------|---------------------|
| n/a | \$n/a |
| Total Liabilities | \$0.00 |

| | |
|---|--------------|
| Ending Balance - December 31, 2025 | \$123,972.21 |
|---|--------------|

| | |
|------------------------------|--------|
| Spendable Balance *** | \$0.00 |
|------------------------------|--------|

***If negative, represents grants made in excess of annual spending allowance due to fund's access to principal.

DONATIONS

| <u>Date</u> | <u>Donor</u> | <u>Amount</u> |
|-------------|-----------------------|---------------|
| 11/11/2025 | WJ Niederkorn Library | \$1,000.00 |

GRANTS

| <u>Date</u> | <u>Grantee</u> | <u>Description</u> | <u>Amount</u> |
|-------------|----------------|--------------------|---------------|
| n/a | n/a | n/a | \$n/a |

RECURRING GRANTS

| <u>Date</u> | <u>Grantee</u> | <u>Description</u> | <u>Amount</u> |
|--|----------------|-------------------------------|----------------|
| Date Created: n/a | n/a | n/a | \$n/a |
| Date of Next Grant Payment: n/a | | Grant Interval: n/a | |
| Date of Final Grant Payment: n/a | | Total Number of Grants: n/a | |
| Number of Grants Released to Date: n/a | | | |
| | | Total Recurring Grants | \$ 0.00 |

Statement generated on 01/28/2026



INSTRUCTIONS: Complete and return electronic, signed copy of the form and attachments to the library system. Confirm with the library system if printed, signed copies are required.

Board-approved, signed annual reports for 2025 are due to the DPI Division for Libraries and Technology no later than March 1, 2026.

| I. GENERAL INFORMATION | | | | | |
|--|--|--|--|--|----------------------|
| 1. Name of Library W.J. Niederkorn Library | | | 2. Public Library System Monarch Library System | | |
| 3b. Head Librarian First Name Tom | 3c. Head Librarian Last Name Carson | 4a. Certification Grade Grade 1 | 4b. Certification Type Regular | 5. Certification Expiration Date 07/31/2026 | |
| 6a. Street Address 316 W. Grand Ave. | 6b. Mailing Address or PO Box 316 W. Grand Ave. | 7. City / Village / Town Port Washington | 8a. ZIP 53074 | 8b. ZIP4 2293 | 9. County Ozaukee |
| 10. Library Phone Number 2622845031 | 11. Fax Number (262)284-7680 | 12. Library E-mail Address of Director tcarson@monarchlibraries.org | | | |
| 13. Library Website URL www.wjnlib.org | | 14. No. of Branches 0 | 15. No. of Bookmobiles Owned 0 | 16. No. of Other Public Service Outlets 1 | |
| 17. Does your library operate a books-by-mail program? No | 18. Some public libraries are legally organized as joint libraries, with neighboring municipalities or a county and municipality joining to operate a library. Is your library such a joint library legally established under Wis. Stat. s. 43.53? No | | | | |
| 20. Square Footage of Public Library 21,434 | 21a. Did your library or a branch move to a new facility during the fiscal year? No | 21b. Did your library or a branch renovate or expand an existing facility during the fiscal year? Yes | | 22. UEI Number VPG2MEJCPAQ9 | |

| HOURS OF OPERATION | | | |
|---|--|-----------------|---|
| | Standard Service with No Restrictions on Building Access | Limited Service | Staff Only (No interior service for the public) |
| 19a. Winter hours open per week | 67 | 0 | 0 |
| 19b. Number of winter weeks | 52 | 0 | 0 |
| 19c. Summer hours open per week | 67 | 0 | 0 |
| 19d. Number of summer weeks | 0 | 0 | 0 |
| 19e. Total weeks per year | 52 | 0 | 0 |
| 19f. Total hours per year for this location | 3,484 | 0 | 0 |

-W10258

| II. LIBRARY COLLECTIONS | | | |
|---|--|---------------------------------|---|
| | | a. Number Owned / Leased | b. Number Added |
| 1. Books in Print | | 38,703 | 1,957 |
| 2. Physical Subscriptions | | 55 | |
| 3. Physical Audio Materials | | 2,176 | 4 |
| 4. Physical Video Materials | | 6,451 | 102 |
| 5. Other Physical Materials | | 220 | |
| 6. Total Physical Items in Collection | | 47,550 | |
| | | Purchased solely by the Library | Purchased via a System, Consortium or Cooperative Agreement |
| | | Provided by the State | |
| 7. E-books | | No | Yes |
| 8. E-serials | | No | Yes |
| 9. E-audio | | No | Yes |
| 10. E-video | | Yes | No |
| 11. Research Databases | | Yes | Yes |
| 12. Online Learning Platforms | | No | Yes |
| III. LIBRARY SERVICES | | | |
| 1. Physical Circulation Transactions | | | 2. Interlibrary Loans |
| a. Total Circulation | b. Children's Materials | c. Other Physical Items | a. Items Loaned <i>Provided to</i> |
| 109,869 | 49,013 | 1,913 | 27,000 |
| | | | b. Items Received <i>Received from</i> |
| | | | 28,052 |
| | | | Method for Counting ILL Transactions |
| | | | Categorized ILL Transactions |
| (Only Total will display when Total ILL Transactions is listed as the Method for Counting ILL Transactions) | | | Items Loaned to Other Libraries <i>Provided to</i> |
| | | | Items Borrowed from Other Libraries <i>Received from</i> |
| Integrated Library Systems (ILS) | | | 26,677 |
| WISCAT | | | 323 |
| Other (includes OCLC, manual tracking or other methods) | | | 0 |
| 3. Electronic Content Circulation Transactions | | | |
| a. E-books | b. E-serials | c. E-audio | d. E-video |
| 9,873 | 6,186 | 14,446 | 449 |
| | | | e. Children's E-materials |
| | | | 1,985 |
| | | | f. Total E-materials |
| | | | 30,954 |
| 4. Number of Registered Users | | | 5. Overdue Fines |
| a. Resident | b. Nonresident | c. TOTAL | a. Method |
| 4,782 | 1,246 | 6,028 | b. Annual Count |
| | | | 0 |
| | | | 7. Library Visits |
| | | | a. Method |
| | | | b. Annual Count |
| | | | Actual Count |
| | | | 81,631 |
| 8. Uses of Public Internet Computers | | | 9. Uses of Public Wireless Internet |
| a. Number of Public Use Computers | b. Number of Public Use Computers with internet access | c. Method | d. Annual Count |
| 12 | 12 | Actual Count | 3,788 |
| | | | a. Method |
| | | | b. Annual Count |
| | | | Actual Count |
| | | | 13,610 |

LIBRARY PROGRAMS AND ATTENDANCE

Total In-Person and Live, Virtual Statistics by Age

| | Young Child (0-5) | Child (6-11) | Young Adult (12-18) | Adult (19+) | General Interest (all ages) |
|--------------------|-------------------|--------------|---------------------|-------------|-----------------------------|
| Number of Programs | 84 | 48 | 34 | 172 | 0 |
| Total Attendance | 2,310 | 2,473 | 250 | 1,725 | 0 |

Total Program Statistics by Program Category

| | In-Person On-Site | In-Person Off-Site | Live, Virtual | Pre-recorded | |
|---------------------|-------------------|--------------------|---------------|--------------|--|
| Number of Programs | 244 | 94 | 0 | 0 | |
| Total Attendance | 4,501 | 2,257 | 0 | | |
| Total Program Views | | | | 0 | |

Describe the library's in-person programs:

Programs for young children include story times, STEM programs and sensory play times. Programs for middle aged children include Pokemon trading cards club, Lego club, home school programs and special family friendly events. Programs for young adults include teen cafe and anime club. Programs for adults include books clubs and author talks, technology classes, craft classes, game and movie nights.

Which platforms does the library use to host the library's live, virtual programs:

Describe the library's live, virtual programs:

Which platforms does the library use to host the library's pre-recorded programs:

Describe the library's pre-recorded programs:

IV. LIBRARY GOVERNANCE

Library Board Members. List all members of the library board as of the date of this report. List the president first. Indicate vacancies. Report changes to the Division for Libraries and Technology as they occur. When reporting such changes, indicate the departing board members.

| First Name | Last Name | City | Email Address |
|------------------|-----------|-----------------|--------------------------------|
| PRESIDENT | | | |
| 1. Justin | Ritter | Port Washington | justin.ritter@assaabloy.com |
| 2. Jane | Gennerman | Port Washington | jane.gennerman@pwssd.k12.wi.us |
| 3. Tom | Hudson | Port Washington | tomhudson@execpc.com |
| 4. Justin | Ritter | Port Washington | justin.ritter@assaabloy.com |
| 5. Nicole | Nelson | Port Washington | nconradt6@yahoo.com |
| 6. Stephanie | Polzar | Port Washington | stephpolzar@gmail.com |
| 7. Kelly | Osowski | Port Washington | kell.osowski@cuw.edu |
| 8. Jonathan | Pleitner | Port Washinton | jpleitner@portwashingtonwi.gov |
| 9. Beth | Plautz | Port Washington | bethanmarie60@gmail.com |
| 10. Chris | Lefever | Port Washington | christina0218@outlook.com |
| 11. | | | |
| 12. | | | |
| 13. | | | |
| 14. | | | |
| 15. | | | |
| 16. | | | |
| 17. | | | |

No. of Library Board Members *Include vacancies in this count* 9

XI. PUBLIC LIBRARY LOANS OF MATERIAL TO NONRESIDENTS

| | | | |
|--|--|--|---|
| 1. Of the total circulation reported for the library from Section III, item 1, what was the total circulation to nonresidents <i>See instructions for definition of nonresident</i> | | | 32,458 |
| Divide nonresident circulation among the following categories. The total of 2 through 6 below should not be greater than the number reported in item 1 above. | | a. Those with a Library | b. Those without a Library |
| 2. Circulation to Nonresidents Living in the Library's County | | 6,413 | 23,145 |
| 3. Circulation to Nonresidents Living in Another County in the Library System | | 1,512 | 854 |
| 4. Circulation to Nonresidents Living in an Adjacent County Not in the Library System | | 133 | 0 |
| 5. Circulation to All Other Wisconsin Residents | | 401 | 6. Circulation to Persons from Out of the State 0 |
| 7. Are the answers to items 1 through 6 based on actual count or survey/sample? | | 8a. Does the library deny access to any residents of adjacent public library systems on the basis of Wis. Stat. s. 43.17(11)(b)? | 8b. If yes, does the library allow residents in adjacent systems to purchase library cards? |
| Actual | | Yes | Yes |

| | | | |
|--|-------------|----------------|-------------|
| 9. Circulation to Nonresidents Living in an Adjacent County Who Do Not Have a Local Public Library | | | |
| Name of County | Circulation | Name of County | Circulation |
| a. Sheboygan | 307 | f. | |
| b. Washington | 541 | g. | |
| c. | | h. | |
| d. | | i. | |
| e. | | j. | |

XII. TECHNOLOGY (Not included in 2025 Report)

XIII. SELF-DIRECTED ACTIVITIES, STAFF SERVING YOUTH / ADULTS

| | | | |
|--|-------------------|----------------------------------|------------------------|
| 1. Self-directed Activities: <i>Planned, independent activities available for a definite time period which introduce participants to any of the broad range of library services or activities that directly provide information to participants.</i> | | | |
| | a. Children (0-5) | b. Children (6-11) | c. Young Adult (12-18) |
| Number of Self-Directed Activities | 8 | 3 | 0 |
| Total Self-Directed Activity Participation | 1,141 | 8 | 0 |
| | d. Adult (19+) | e. General Interest (all ages) | f. Total |
| Number of Self-Directed Activities | 19 | 36 | 66 |
| Total Self-Directed Activity Participation | 436 | 4,679 | 6,264 |
| 2. Name and email address of primary staff person who serves as the children, youth, or teen librarian. Only the primary person is displayed here. | | | |
| a. First Name | b. Last Name | c. Email Address | |
| Katie | Kirscher | kjkirschner@monarchlibraries.org | |
| 3. Name and email address of primary staff person who serves as the librarian for adults. Only the primary person is displayed here. | | | |
| a. First Name | b. Last Name | c. Email Address | |
| Allysa | Jergens | ajurgens@monarchlibraries.org | |


XIV. PUBLIC LIBRARY ASSURANCE OF COMPLIANCE WITH SYSTEM MEMBERSHIP REQUIREMENTS

We assure the Public Library System of which this library is a member and the Division for Libraries and Technology, Department of Public Instruction that this public library is in compliance with the following requirements for public library system membership as listed in Wis. Stats. A check (X) or a mark in the checkbox indicates compliance with the requirement.

- The library is established under s. 43.52 (municipalities), s. 43.53 (joint libraries), or s. 43.57 (consolidated county libraries and county library services) of the Wisconsin Statutes [s. 43.15(4)(c)1].
- The library is free for the use of the inhabitants of the municipality by which it is established and maintained [s. 43.52(2), 73 Op. Atty. Gen. 86(1984), and OAG 30-89].
- The library's board membership complies with statutory requirements regarding appointment, length of term, number of members and composition. [s. 43.54 (municipal and joint libraries), s. 43.57(4) & (5) (consolidated and county library services), and s. 43.60(3) (library extension and interchange)].
- The library board has exclusive control of the expenditure of all moneys collected, donated, or appropriated for the library fund [s. 43.58(1)].
- The library director is present in the library at least 10 hours a week while library is open to the public, less leave time [s. 43.15(4)(c)6].
- The library board supervises the administration of the library, appoints the librarian, who appoints such other assistants and employees as the library board deems necessary, and prescribes their duties and compensation [s. 43.58(4)].
- The library is authorized by the municipal governing board to participate in the public library system [s. 43.15(4)(c)3].
- The library has entered into a written agreement with the public library system board to participate in the system and its activities, to participate in interlibrary loan of materials with other system libraries, and to provide, to any resident of the system area, the same library services, on the same terms, that are provided to the residents of the municipality or county that established the member library. This shall not prohibit a municipal, county, or joint public library from giving preference to its residents in library group programs held for children or adults if the library limits the number of persons who may participate in the group program, or from providing remote access to a library's online resources only to its residents. [s. 43.15(4)(c)4].
- The library's head librarian holds the appropriate grade level of public librarian certification from the Department of Public Instruction [s. 43.15(4)(c)6 and Administrative Code Rules PI 6.03].
- The library annually is open to the public an average of at least 20 hours each week except that for a library in existence on June 3, 2006, annually is open to the public an average of at least 20 hours or the number of hours each week that the library was open to the public in 2005, whichever is fewer [s. 43.15(4)(c)7].
- The library annually spends at least \$2,500 on library materials. [s. 43.15(4)(c)8].

XV. CERTIFICATION

I CERTIFY THAT, to the best of my knowledge, the information provided in this annual report and any attachments are true and accurate and the library board has reviewed and approved this report.

| | | |
|---|---|-------------|
| President, Library Board of Trustees Signature or designee | Name of President or Designee Print or type | Date Signed |
|  | Justin Ritter | |
| Library Director / Head Librarian Signature | Library Director / Head Librarian Print or type | Date Signed |
|  | Tom Carson | 2-17-2026 |

STATEMENT CONCERNING PUBLIC LIBRARY SYSTEM EFFECTIVENESS

As required by Wis. Stat. s. 43.58(6)(c), the following statement that the library system either did or did not provide effective leadership and adequately meet the needs of the library must be completed and approved by the library board. The response should be made in the context of the public library system's statutory responsibilities and the funding which it has available to meet those responsibilities.

County

Ozaukee

The W.J. Niederkorn Library Board of Trustees hereby states that in 2025 the Monarch Library System
Name of Public Library *Name of Public Library System / Service*

- did provide effective leadership and adequately met the needs of the library.
- did not provide effective leadership and did not adequately meet the needs of the library.

Indicate with an X one of the above statements

Explanation of library board's response. *Attach additional sheets if necessary.*

Note: With the approval of the library board of trustees, this statement may be submitted separately from the Annual Report form that is sent to the library system, as an e-mail attachment to LibraryReport@dpi.wi.gov.

DRAFT

XV. CERTIFICATION

The preceding statement was approved by the Public Library Board of Trustees.

Division staff will compile the statements received for each library system and, as required by Wis. Stat. s. 43.05(14), conduct a review of a public library system if at least 30 percent of the libraries in participating municipalities that include at least 30 percent of the population of all participating municipalities report that the public library system did not adequately meet the needs of the library. This statement may be provided to the public library system.

| President, Library Board of Trustees Signature or designee | Name of President or Designee Print or type | Date Signed |
|--|---|-------------|
| ➤ | Justin Ritter | |

COMMENTS

DRAFT